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DD/A Registry

79-0151/1

OC-M79-175

30 MAR 1979

MEMORANDUM FOR: Deputy Director for Administration

25X1

FROM :
Director of Communications, DDASUBJECT : Unclassified Telephone Service Reduction 25XREFERENCE : OC-M79-016, dated 11 January 1979
Subject: Impact of OMB Cuts to Other
Activities Decision Unit in FY-1980
Budget

1. The reference indicated the impact of the OMB FY-1980 Budget cuts and the planned actions to compensate for these cuts. Paragraph four of reference indicated that the Office of Communications (OC) would prepare memoranda for your signature to all Directorates and the Office of the Director of Central Intelligence (DCI) identifying the quantity of unclassified telephones including some non-published telephone lines for immediate disconnection. 25X

2. The memoranda have been prepared for the Directorates and the Office of the DCI indicating the quantity and date for submission of the desired information requested. A total of unclassified telephones are to be disconnected. Attached is a breakdown of the proposed quantities of telephone reductions for the NFAC, DDS&T, DDO and DDA Directorates and the Office of the DCI. 25X

3. The impact on the Directorate for Administration (DDA) will be a reduction of unclassified telephones. Please indicate by office phone number, room number and location of those telephone instruments and/or non-published telephone lines for immediate disconnection. This information should be submitted to Chief, OC 25X
by 16 April 1979 in order to accomplish the disconnections on a timely basis. 25X

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SUBJECT: Unclassified Telephone Service Reduction ☐

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4. In addition to the above action, this budget cut necessitates further constraints. Effective immediately all DDA requests for the installation, relocation, and/or modification of black telephone services prepared and forwarded to the Chief, ☐ OC must contain the written approval of the Office Director and the Executive Officer of the DDA. These constraints are applicable to all Directorates and must have the written approvals of the Office Director and Executive Officer of the respective Directorate. Requests from the DCI complex must contain the written approval of the respective Office Head and the Executive Officer, DCI. ☐

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Att:
As stated

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TELEPHONE REDUCTIONS

Director of Central Intelligence

Deputy Director for Administration

Deputy Director for Science and Technology

Deputy Director for Operations

Deputy Director for National Foreign Assessment



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Approved For Release 2003/09/04 : CIA-RDP83-00156R000200050020-9

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C/M&A Staff -

Helen - Please determine
the DDA unclassified telephone
population by DDA component and
suggest alternatives for equitable
allotment of this reduction.

